



Graduation time for the Class of 2012 is quickly approaching and your class officers and advisers have been very busy planning for your senior activities. Please keep this as a reference for dates, times, expenses and procedures pertaining to the closing activities for the Class of 2012. Please direct any questions to the Office of Student Activities, (860) 647-3350 unless otherwise indicated.

Friday, April 27, Senior Wear Orders (full color order form)

- Students interested in purchasing the class custom senior wear can do so by completing the order form enclosed (*full color form*) and returning it to the Student Activities Office by the end of the day on Friday, April 27th.
- Choices include a hooded sweatshirt, sweatpants, short-sleeve t-shirt and long-sleeve t-shirt with prices ranging from \$10-\$25.

Wednesday, May 2, Cap & Gown Make Up Day

- The Cap & Gown Company will be here to measure remaining students for Cap & Gown from 10:35 a.m.-12:35 p.m. in the Student Activities Office.
- Payment is by CASH or MONEY ORDER only.
- Cap & Gown cost will go up to \$25 after this day and will go up to \$30 on May 31st if still not completed.

Friday, May 11, Diploma Name Corrections

- Last day to submit name corrections.
- Your diploma will be issued with your name as it appears on all other school records. If you have received a report card or other school document that has an error in the spelling of your name, corrections can be made with Mrs. Lawler in Room 126.
- Students wishing to have a correction made must present a legal document for the change to go into effect. Legal documents: long form birth certificate, passport, probate court certificate or marriage certificate.

Friday, May 11, Graduation Announcements (light yellow sheet)

- Last day to place an order for Graduation Announcements through Minuteman Press at 757 Main Street.
- General announcements will be \$18 for a package of 25 including envelopes. Personalized name cards will be \$12.50 for 25 and totally personalized announcements will be \$75 for a set of 25 with envelopes.
- Please return order forms directly to Minuteman Press. Orders may be picked up the week of May 23, 2012 in the Student Activities Office. (*enclosed light yellow sheet*)

Friday, May 25, Activity Honor Petitions (goldenrod sheet)

- Last day to submit your Activity Honor Petitions.
- Please complete the enclosed goldenrod sheet and turn in to Student Activities. Petitions submitted after this date will not be recognized in the Graduation Program.

Tuesday, May 29, Community Awards Night

- The Community Awards Program will be held in the Bailey Auditorium at 7:00 p.m. This event is open to families and students receiving awards either named for or in memory of someone or presented by an outside agency. Students receiving awards will be sent an invitation letter in advance and are strongly encouraged to attend. Introduction of this year's MHS Scholars and Honors graduates will occur this evening as well.

Wednesday, May 30, Department Awards/Art, Fashion & Photography Display

- The Department Awards Program will be held in the Bailey Auditorium at 6:30 p.m. This event is open to families and students receiving awards from the presentations throughout the evening. Students receiving awards will be invited in advance and are strongly encouraged to attend.
- All families are welcome to attend the Art, Fashion & Photography Display in the Cafeteria. Displays will open at 7 p.m.

Friday, June 1, Senior Picnic (light blue sheet)

- The Senior Class Picnic will be held at Holiday Hill in Cheshire, CT from 10:15 a.m.- 5:15 p.m.
 - All students must arrive in the MHS Cafeteria at 8:30 a.m. in order to check in.
- Return time to MHS will be approx. 6:45 p.m. Students should not schedule work for that evening as traffic or other delays may prevent arriving on time for this obligation. All seniors must ride on the bus in order to attend this function!
- Students must bring the completed Blue Permission Slip (*enclosed light blue slip*) and a valid school ID with them to purchase their ticket. A confirmation slip will be provided upon purchase of the ticket.
- Students will be unable to purchase tickets to the picnic if they have not paid off book bills or served outstanding detentions.
- The first **100 tickets** will be \$40 each. After the first 100 have been sold, the price will be \$45 per person.

- Tickets will be on sale during lunch waves in the Student Activities Office Monday, May 14th-Friday, May 18th and Monday, May 21st-Friday, May 25th. Absolutely no tickets will be sold after Friday, May 25th as bussing and payments will need to be arranged immediately following sales that day.
- Payment may be made by **cash or money orders** only. Cancellations will not be refunded after Tuesday, May 29, 2012.

Saturday, June 2, Senior Prom

- The Senior Prom Formal Dinner Dance will be held at the Connecticut Convention Center Hartford, CT from 5:30-11:00 p.m.
NO ADMITTANCE AFTER 7:00 P.M.
- Tickets will be on sale **Wednesday, May 16th – Friday, May 18th & Monday, May 21st -Friday, May 25th only** during lunch in the Student Activities Office. Tickets will cost \$65.00 per MHS Senior. Guest/MHS Student (non-senior) tickets will cost \$70 each.
- Payment may be made by **cash or money order** only.
- In order to purchase tickets to the prom, the student must present a valid current school ID.
- Senior students in good standing are eligible to bring **one** of the following:
 - A) Guest – A “guest” is defined as a student who does not attend Manchester High School. Students are responsible for their guests and will be asked to leave if the “guest” creates a problem. Complete guest names **MUST** be provided at the time of purchase. Guests will be required to show proof of identity upon arrival that evening.
 - B) MHS Student who is not a senior. The other student **MUST** be present at the time of purchase and present their ID to be scanned.
- Students will be unable to purchase tickets to the prom if they have not paid off book bills or served any outstanding detentions.
- Cancellations will not be refunded after 1 p.m. Friday, May 25th.

Tuesday, June 5, Scholars’ Luncheon

- The MHS Scholars’ Luncheon will be held 12:30-1:45 p.m. in the Manchester High School Faculty Dining Room.
- Eligible students will receive invitations from the Director of Guidance and will need to RSVP directly to him.
- Students with questions concerning this program should see Mr. Stetson or contact (860) 647-3537.

Wednesday, June 6, Graduation Flower Sale (green sheet)

- Parent/Guardian can order flowers for pick up the night of the Graduation Ceremony. This is a fundraiser to benefit the junior class.
- Please complete the enclosed green sheet and return to Student Activities. Flowers are non-refundable after the order is placed.
- Orders will be taken with CASH or MONEY ORDER only.

Wednesday, June 6, Sports Celebration Cook Out

- The Manchester Athletic department will host a cook-out celebration for our 2011-2012 student athletes.
- The ceremony will highlight this year’s individual and team achievements and will be held on June 6th from 3 p.m. to 5 p.m. outside on the athletic fields.
- Student athletes interested in attending must sign up by Thursday, May 31, 2012 in the athletic director’s office.

Thursday, June 7, Yearbook Purchase/Distribution

- Yearbooks are available from the staff in the yearbook room (163) during period 5. Yearbooks are \$80 while supplies last.
- The Somanhis Yearbook will be distributed during all lunch waves on Thursday, June 7, 2012. Students should bring their receipt for quick pick up.

June 8th-14th Final Exams

- Final exams will occur according to the following schedule:

Friday, June 8	Monday, June 11	Tuesday, June 12	Wednesday, June 13	Thursday, June 14
7:30-9:30 Per. 2 9:50-11:50 Per. 4 12:05-2:05 Make Up	7:30-9:30 Per. 1 9:50-11:50 Per. 3 12:05-2:05 Make Up	7:30-9:30 Per. 6 9:50-11:50 Per. 8 12:05-2:05 Make Up	7:30-9:30 Per. 5 9:50-11:50 Per. 7 12:05-2:05 Make Up	7:30-9:30 Make Up 9:50-11:50 Graduation Noon Rehearsal

- Seniors who have an average of 85 or higher, do not have to take the exam for that course unless the exam is a required part of the course. (i.e. UCONN/MCC courses)

Thursday, June 14, Graduation Rehearsal (enclosed grey sheet)

- Graduation rehearsal will be held in the MHS Bailey Auditorium 9:50 a.m.-Noon. Please be considerate of your peers and be prompt. If the class is late, rehearsal will run until all required pieces are completed.

- Students must bring their STUDENT GRADUATION PERMISSION SLIP (*enclosed grey sheet*) by this date if they plan to ride home with their parents following the graduation ceremony.

Thursday, June 14, Senior Video (*cherry sheet*)

- Students have the opportunity to purchase a video that includes footage from Senior Picnic, Senior Prom, and the Graduation party as well as the entire Graduation Ceremony.
- DVDs are \$20 each **CASH or MONEY ORDER ONLY**. DVDs can be ordered using the SENIOR VIDEO ORDER FORM (*enclosed cherry sheet*).
- Last day to place an order is Thursday, June 14, 2012. Videos will be mailed no later than September 14, 2012.
- Questions about the Senior Video should be directed to Red Productions Advisor, Mr. Larson at (860)647-3508.

Monday, June 18, Tickets/Cap & Gown Distribution (*enclosed light pink sheet*)

- Tickets for the Graduation Ceremony will be distributed at the same time as the caps & gowns.
- Each student will receive **8 TICKETS** for the ceremony.
- All attendees entering the ceremony will require a ticket. This includes infants, toddlers and other small children.
- With respect to tickets, if any of the following situations apply, families are asked to submit the TICKET RESPONSE SHEET (*enclosed light pink sheet*). This sheet should be returned to the Office of Student Activities **NO LATER THAN** Thursday, May 31, 2012.
 - Family members needing disability access (including walkers, wheelchairs, oxygen tanks, hearing impaired access).
 - Families that will not need all 8 tickets.
 - Families requesting additional tickets.
- Additional ticket requests will be honored on a **space-available basis** and **will not be completed until the day of graduation**.
- Caps & Gowns will be distributed between 9 a.m. and Noon on Graduation Day in the Student Activities Office.
- The student must be present to claim the cap & gown and tickets; and the student must present a valid, current school ID.
- Parking vouchers may be purchased directly from LAZ Parking during Cap & Gown distribution for \$7 each payable by CASH ONLY.
- Students will not be permitted to obtain their gown or participate in the ceremony until all obligations have been met. Obligations may include: book bills, fines, athletic/club uniforms, etc.

Monday, June 18, Graduation Ceremony

- Students must arrive in the MHS Bailey Auditorium at 3:45 p.m.
- Students must have submitted a STUDENT GRADUATION PERMISSION SLIP (*enclosed grey sheet*) by the end of Graduation Rehearsal on Thursday, June 14th if they plan to ride home with their parents following the graduation ceremony.
- Graduation will be held at 6:30 p.m. at the Connecticut Convention Center Exhibit Hall – Hartford, CT. Doors open at 6:00 p.m. for seating. Directions to the Connecticut Convention Center appear below.
- Parking will be in the Convention Center Parking Garage and adjacent lot directly outside of the Main Entrance.
 - Parking will be \$7 per car and pre-paid vouchers will be available for purchase from LAZ Parking during Cap & Gown distribution on Graduation morning. Vouchers are CASH only.
- Each student will receive 8 tickets when they pick up their cap & gown.
- Each family will receive a 4x6 picture of their student receiving their diploma from Art Rich Photography. This picture will arrive in the mail approximately 3 weeks after the ceremony and will be accompanied by an order form. Parents are free to place orders for additional prints directly with this company.

Monday, June 18, Graduation Party (*enclosed white sheet*)

- The Graduation Party will be held at Manchester Community College 10:00 p.m. to 4:00 a.m. Admission will be allowed only until 11:00 p.m. Students arriving after 11:00 p.m. will not be admitted.
- Students who are members of the Class of 2012 (scheduled to graduate by August 2012) are eligible to participate in the party.
- A \$30 family contribution makes the graduate eligible for the car drawing. This payment must be submitted PRIOR to visiting Manchester Honda.
- Students interested in entering the raffle for the car must pre-register at Manchester Honda (24 Adams St.) between Tuesday, May 1st and Friday, June 1st.
- When registering the student must be accompanied by a parent and have a valid, current Manchester High School Student ID.
- The drawing will be held at 3 a.m. and the student must be present to win.
- Winner will be responsible for taking possession of the vehicle and provide payment of sales tax and registration costs.

DIRECTIONS CONNECTICUT CONVENTION CENTER GRADUATION CEREMONY

I-84 West to exit 54 (DOWNTOWN HARTFORD – LEFT EXIT).

Stay in the left lane over the Founders Bridge.

At the end of the bridge, turn LEFT onto Columbus Boulevard. The Convention Center and parking garage are on the left side of Columbus Boulevard.

SEE REVERSE SIDE FOR A CALENDAR OF SENIOR ACTIVITIES!